

The Town of Leesburg's Christmas & Holiday Parade

Glitter & Glow Drive Thru

December 12th, 2020 5:30pm-8:00pm

Freedom Park

101 Colonel Grenata Circle, Leesburg, VA 20175

PARTICIPATION GUIDELINES

- ★ Applications must be received by November 30th. Unregistered floats will not be permitted into the parade.
- ★ Participation is free; however, due to space limitations, applications will be juried. Selections will be made based on representation of theme and float design. Criteria can be found at <https://www.leesburgva.gov/departments/parks-recreation/events/holidays-in-leesburg>.
- ★ This year's theme is Glitter & Glow. All parade entries should be decorated in a holiday or winter theme. Music, lights, and seasonal decorations are highly encouraged!
- ★ Due to the nature of this year's event, all participants must be on a float or decorated vehicle.
- ★ This is a drive-thru parade; the floats will be stationary. Vehicles will drive by the driver's side of the float. Please focus your display and decorations to be seen on this side.
- ★ Floats will be spaced 10' apart from one another. Masks will be required to be worn when physical distancing is unable to be obtained.
- ★ Be prepared to be in place, perform, wave to the attendees, etc. from 5:30pm until 8:30pm. Floats will not be allowed to leave prior to 8:30pm, when the parking lot is clear.
- ★ The Parks and Recreation Department will host Santa in the parade. No other individuals will be allowed to pose as Santa.
- ★ Gates open at 4pm for Parade participants. All participating groups must be at Freedom Park no later than 4:30pm. There will be limited parking for those arriving separate from the float they will be participating on.
- ★ Absolutely NO items may be handed out or tossed from the floats.
- ★ Each entry will be responsible for keeping their designated area clean and should bring trash bags to clean up any mess resulting from entry preparation.
- ★ Lighted Float Participants will be automatically entered in the *Holiday in Lights* contest to be awarded to the best overall light-decorated float. The winner will have their name engraved on the Holiday in Lights Trophy which is displayed at Town Hall.
- ★ Parade officials reserve the right to remove entries from the parade lineup for unsafe or inappropriate behavior, or for use of inappropriate or potentially disruptive signage and/or language.

Parade Schedule

★ 4:00pm Gates Open For Participants 5:30pm Drive Thru Parade Opens to Public 8:00pm Gates Close

APPLICATION

APPLICATIONS MUST BE RECEIVED BY NOVEMBER 30TH.

Name of Organization/Club/Individual: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Parade Day Phone: _____

Please check the box that applies to your entry and include measurements:

- ☐ Float (trailer pulled by vehicle) Total length of vehicle with trailer _____ ft
☐ Decorated Vehicle Only Total length of vehicle only _____ ft

Please describe your design/decorations for your entry & attach a sketch:

Number of Participants: _____

☐ I have read the participation guidelines and agree to follow them.

Signature: _____

Please fax your application to 703-737-7165 or mail to:

Leesburg Christmas and Holiday Parade Registration

c/o Ashton Echols

60 Ida Lee Drive, N.E. ★ Leesburg, Virginia 20176

Or email to aechols@leesburgva.gov



The Town of Leesburg, will NOT be responsible for any injury, theft or damage to any persons, equipment, instruments or vehicles participating in the Leesburg Christmas & Holiday Parade. We reserve the right to refuse entry to any participant.